

NONCREDIT CURRICULUM COMMITTEE SUMMARY

October 18, 2022

1:00 pm – 2:50 pm

This meeting will be held via teleconference and can be joined from PC, Mac, Linux, iOS or Android at:

<https://canyonsonline.zoom.us/j/93343480156>, or by calling into the meeting at +1 669 900 9128 or +1 253 215 8782 (US Toll), Meeting ID#: 933 4348 0156. Additional teleconference locations are listed at the end of this agenda.

Members Present: Brittany Applen – Kinesiology, Physical Education & Athletics; Patrick Backes – Articulation Officer & Curriculum Analyst (Nonvoting); Chris Boltz – Visual and Performing Arts; Fiorella Chauca – Humanities; Christina Chung – Business; Jessica Crowley – At-large member; Jessica Edmond – At-large member; Justin Hunt – Applied Technologies; Yasser Issa – At-large member; Dora Lozano – At-large member; Graciela Martinez – At-large member; Jennifer Paris – Social and Behavioral Sciences; Jeremey Patrich – Mathematics, Sciences and Engineering; Lisa Pavik – Noncredit Enrollment Services (Nonvoting); Susan Prier – At-large member; Garrett Rieck – Faculty Co-Chair; Erika Torgeson – Enrollment Services; Omar Torres - Administrative Co-Chair (Substitute for Dianne Avery)

Members Absent:

NEW COURSE PROPOSALS – DISCUSSION OF NEED

The following new course proposals will be discussed at this meeting with the authors of the proposals to determine the need of adding the course to our curriculum.
The course outlines will not be reviewed at this meeting.

Subject & Number	Title	Rationale for New Course Proposal	Author	Effective
NC.BUS-117A	Introduction to Entrepreneurship	Mirrored version of BUS-117A: Introduction to Entrepreneurship will give students the opportunity to develop an understanding of the complex tasks faced by individuals engaged in ethical and legal entrepreneurial activities. Identifies the methods for developing a business idea, the process of starting a business, how to acquire resources, and analyze key parts of a business plan.	G. Quire	TBD
NC.BUS-117B	Developing a Business Plan for Entrepreneurs	Mirrored version of BUS-117B: Developing a Business Plan for Entrepreneurs will give students the skills of Business Plan development and creation. Utilizing skills and resources available to assist entrepreneurs in developing and launching a business including; ethics, legal business structures, entrepreneurial marketing, sources of funding, networking, and pitching.		

Subject & Number	Title	Rationale for New Course Proposal	Author	Effective
NC.HLTH-249	Medical Terminology	<p>NC.HLTH-249: Mirrored Version of HLHSCI-249.</p> <p>NC.HLTH-250:As the health care sector continues to adopt electronic medical records while serving the increasingly aging population, it looks to improve efficiencies by hiring medical scribes. Scribes serve as first hand assistants to physicians and primarily document physician/patient interactions and complete all patient medical records generated from the encounter. Evidence shows more and more hospitals and doctor's clinics are hiring scribes to document doctor/patient care interactions as well as much of the patient care details. As a matter of fact, conversations around this course were initiated based on a request from an industry partner and further supported by Advisory Board members. Minutes of the meeting are available for review. In addition, labor market data supports the development of this course. For example, in a 2018 report on titled "Health Care Services in The Los Angeles Basin - A High-Growth Industry" funded by the State Chancellor's Office and prepared by the LO Regional Consortium and industry partners, medical scribes, which fall under the Health Information Technology category, is identified as an emerging high growth occupation (the fourth out of 15 occupations). The report states: "Target Middle-Skill Occupations Middle-skill occupations predicted to have significant job prospects over the next five years and that stand to benefit from investment into postsecondary non-degree and career education programs include RNs and LVNs, medical records and health information technicians, and medical and clinical laboratory technicians."</p>	H. Dotter V. Valenziano	TBD
NC.HLTH-250	Medical Scribe			

-Motion to adopt the need for and conduct a full review of NC.BUS-117A & NC.BUS-117B; Motion by Chris Boltz, second by Jeremy Patrich. All in favor: Unanimous.

-Motion to adopt the need for and conduct a full review of NC.HLTH-249 & NC.HLTH-250; Motion by Christina Chung, second by Brittany Applen. All in favor: Unanimous.

TECHNICAL CHANGES (COURSES) – CONSENT CALENDAR

The following items are being approved as technical changes and will not be reviewed during this committee meeting. The authors of the following items are not required to attend this meeting.

Subject & Number	Title	Description of Action	Author	Effective
NC.EDUC-100	Introduction to Teaching Strategies	Title change (Formerly ‘Teaching Strategies’).	R. Wonser J. Johnson	Fall 2023

-Motion to approve the 10/18/2022 Consent Calendar as presented above; Motion by Jennifer Paris, second by Justin Hunt. All in favor: Unanimous.

Discussion Items:

-Noncredit Curriculum Committee Operating Procedures. **Motion to approve the Noncredit Curriculum Committee Operating Procedures; Motion by Chris Boltz, second by Jeremy Patrich. All in favor: Unanimous.**

-Final Read Activity.